



To: All City and County Offices

Subject: Holiday Calendar-2014

Pursuant to revised code of the Consolidated City and County, Article II. – LEAVES AND HOLIDAYS, Section 291-206. – Holidays, the following is the holiday calendar for 2014.

New Year's Holiday	Wednesday	January 1, 2014
Martin Luther King Jr. Day	Monday	January 20, 2014
President's Day	Monday	February 17, 2014
Good Friday	Friday	April 18, 2014
Primary Election Day*	Tuesday	May 6, 2014*
Memorial Day	Monday	May 26, 2014
Independence Day	Friday	July 4, 2014
Labor Day	Monday	September 1, 2014
General Election Day*	Tuesday	November 4, 2014*
Thanksgiving	Thursday & Friday	November 27 & 28, 2014
Christmas Day	Thursday	December 25, 2014

All full-time and part-time employees must be compensated for all holidays listed above. To be eligible, the employee must work the full scheduled workday before and the full scheduled workday following the holiday, unless the employee is on a paid leave of absence or is receiving worker's compensation. In Monday-through-Friday operations, there shall be no duplication or pyramiding of holiday pay for holidays falling on Saturday or Sunday but which are observed on other days. If an employee is required to work on a holiday, eligible employees shall be paid time and one-half in addition to holiday pay for any and all time authorized for work on the day designated as the holiday or compensatory time and one-half off as the case may be. Temporary/seasonal and part-time/ temporary employees do not receive holiday pay. If a temporary/seasonal employee is required to work on a holiday, the employee will be paid for the hours worked.

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